



DEPARTMENT OF THE ARMY
Office of the Deputy Chief of Staff, G-3/5/7
400 Army Pentagon
Washington, DC 20310-0400

REPLY TO
ATTENTION OF:

Biometrics Identity Management Agency

AUG 18 2011


Dear Mr. Stanton:

This letter is in response to your August 1, 2011, request under the Freedom of Information Act (FOIA) for "documents detailing BIMA protocol, rules and guidelines for disposing of information gathered in theaters of war which no longer has operational utility, or in other words, after hostilities have ceased and such information could no longer be of any use to U.S. forces."

As a Department of the Army (DA) agency, the Biometrics Identity Management Agency (BIMA) adheres to DA and Department of Defense (DoD) policies in addition to federal government guidelines. Listed below are five relevant documents responsive to your request. These documents are publicly available at no cost.

1. System of Records Notice A0025-2 SAIS DoD
http://dpclo.defense.gov/privacy/SORNs/component/army/A0025-2_SAIS_DoD.html
2. System of Records Notice A0025-2c SAIS DoD
http://dpclo.defense.gov/privacy/SORNs/component/army/A0025-2a_SAIS_DoD.html
3. System of Records Notice A0025-2c SAIS DoD
http://dpclo.defense.gov/privacy/SORNs/component/army/A0025-2c_SAIS_DoD.html
4. Army Regulation 25-400-2, The Army Records Information Management System (ARIMS)
http://www.apd.army.mil/pdf/AR25_400_2.pdf
5. National Institute of Standards and Technology (NIST) Special Publication 800-88, Guidelines for Media Sanitization
http://csrc.nist.gov/publications/nistpubs/800-88/NISTSP800-88_rev1.pdf

Additionally, please find attached the June 4, 2001, memorandum from the Assistant Secretary of Defense for Command, Control, Communications and Intelligence (ASD(C3I)), Subject: "Disposition of Unclassified DoD Computer Hard Drives." This document is released in full at no cost.


NATALIE R. JACARUSO
COLONEL, U.S. Army
Military Deputy/Chief of Staff

Attachment:
ASD(C3I) Memorandum

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